

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio

November 17, 2016

CALL TO ORDER 7:00 P.M

PRESENT: Chairman Christopher Smith, Vice Chairman John Lillich,
Mayor Robert Weger, Councilman Christopher Hallum and Michael Tyler.

ABSENT: Jonathan Irvine.

ALSO PRESENT: Building Commissioner Fred Wyss, City Engineer Pietro DiFranco
BZA Rep Frank Cihula and Clerk Katherine Lloyd

MOTION: Councilman Hallum moved to excuse Jonathan Irvine from tonight's proceedings.
Seconded by Mayor Weger
Voice Vote: 5 Ayes
Motion Passes: 5/0

Correspondence:
None

Disposition of Minutes **Meeting of November 3, 2016**

MOTION: Councilman Hallum moved to approve the November 3, 2016 minutes as presented.
Seconded by John Lillich
Voice Vote: 3 Ayes and 2 Abstentions (Weger, Tyler)
Motion Passes.

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:06 P.M.
No Public Input
Public Portion closed at 7:06 P.M.

No Pending Business

PLANNING COMMISSION

Public Portion opened at 7:06 P.M.
No Public Input
Public Portion closed at 7:06 P.M.

1.) New Opportunity Living

Agent/Contractor: The Greene Construction Group

28785 Eddy Rd –Single Family Residence– PPN: 31-A-025-0-00-061-0

Plans received in Building Department 10/31/16

Plans reviewed by Building Department 11/14/16

Present: Jim Green (owner/Green Construction Group, general contractor of project & part-owner of New Opportunity Living that is the developer) and Jeff Mackey (executive director/ResCare, the provider of services in the home)

City Engineer's Comments (DiFranco):

They have addressed all of our comments. We have no other comments. We recommend approval.

City Building Commissioner's Comments (Wyss):

No comments, but this project should also be reviewed by the Architectural Review Board.

Owner/Representative Comments:

- ResCare Brochure was submitted with application.
- This will be an intermediate care home for 6 adults, 4 men and 2 women, who are already residents of Willoughby Hills. They will be long term residents who will participate in community life. They maintain the house very well. They will be good neighbors.
- The house will have 6 bedrooms, but no master bedroom, a beautiful kitchen, dining room and living area. Redundancies are built in for the heating and cooling, etc. It is well constructed, has a fire suppression system and will be maintained very well
- This will be the first intermediate care home west of Mentor. There are many east of Mentor. Several have been built near Toledo.

Board Comments:

(Lillich) Are the 6 bedrooms and 6 parking places related? *That will be parking for the 24-hour, 7 days a week staff providing care at the house. Parking is in the rear with no painted lines.* What type of care do they need and get? *Staffing is based on the individual needs as determined by review by a team of professionals which creates the care and staffing plan, potentially three shifts. ResCare guarantees the appropriate staffing. The home is monitored by many agencies. We want to be good neighbors.* I think the location is ideal for the facility and the use is ideal for the community. *We would encourage that it is thought of as a home rather than as a facility.*

(Smith) Are they asking for any variance or does it fit within our Code?

(DiFranco) We are not aware of any variances. A garage is not required for this type of single family home. *The house is designed so that a garage could be added in the future.*

(Tyler) Is it wheelchair accessible throughout the entire? *Yes.*

(Weger) Part of the lot is in Willoughby Hills and the other part is in Wickliffe. Have you checked with Wickliffe? *Yes, they said that they could not review or issue any permits because the address would not come up in their computer.*

(Wyss) This is a nonprofit organization? *ResCare is the nation's largest provider of services to persons with developmental disabilities but it is a For Profit company.* Will the company and employees be paying taxes in Willoughby Hills? *Yes.*

(Cihula) Will it be staffed 24/7? *Yes.* The staff is trained? *They are extensively trained and also trained individually for support of each individual. They do continuing education yearly and maintain required certifications.* Will it be state-certified? *This will be licensed by the Ohio Department of Health.*

(Lillich) This will also be reviewed by Architectural Board of Review.

MOTION: John Lillich moved to approve the plans for the Single Family Residence at 28785 Eddy Rd.
Seconded by Councilman Hallum.
Voice Vote: Ayes Unanimous.
Motion Passes: 5/0

Tonight's Agenda is being amended. Architectural Board of Review is being re-opened. The New Opportunity Living is being added to Architectural Board of Review.

ARCHITECTURAL BOARD OF REVIEW Re-Opened

1.) New Opportunity Living

Agent/Contractor: The Greene Construction Group

28785 Eddy Rd –Single Family Residence– PPN: 31-A-025-0-00-061-0

Plans received in Building Department 10/31/16

Plans reviewed by Building Department 11/14/16

Present: Jim Green (owner/Green Construction Group, general contractor of project & part-owner of New Opportunity Living which is the developer) and Jeff Mackey (executive director/ResCare, the provider of services in the home)

Owner/Representative Comments:

Colors will be picked in the next couple weeks. The house will have 0.45 vinyl siding, windows with a lifetime warrantee and a 30-year dimensional shingled roof. No samples were presented.

City Engineer's Comments (DiFranco):

None

Board Comments:

(Smith) Will the prefab vinyl railings be white? *We are considering sage color siding with white trim (soffits, windows, window trim, outside corners and the railings).*

(Hallum) What will the shutters be? *On a sage siding the shutters and front door would be an accent color.*

(Lillich) Is the foundation poured? *It is a poured foundation on a slab.* The above grade foundation will be imprinted? *Yes, so it can't be seen.*

(Weger) It says there will be 15 lb. felt ice guard on the roof? *Yes, it will be two courses around the whole eaves.*

(Lillich) It is a nice looking building but the pillars look small for the size of the building. *I like to use 8-inch columns. They will be a tapered round. I will email pictures of one of the Toledo houses.*

(Smith) We could approve the building and have the Building Commissioner finalize the colors.

(Wyss) The architectural rendering shows a frame around the windows. How will you detail the trim? Is it clad? *The trim is 1x4. I use a 1x4 fypon or a cement board rather than aluminum clad to keep the home maintenance-free.*

(Smith) The house is built to a higher quality standard.

(Lillich) The windows are shuttered all the way around.

(Hallum) You are installing fluorescent lighting on the interior rather than LEDs? *That will depend on the lighting package when we get in. Hopefully, they will be LEDs.*

MOTION: Michael Tyler moved to approve the plans for the Single Family Residence at 28785 Eddy Rd architecturally with the condition that the Building Commissioner approves the colors used on the exterior of the building and the column width.
Seconded by Councilman Hallum.

Discussion:

Public Portion for the Re-Opened Architectural Board of Review Opened at 7:25 P.M.

Cheryl Ota, 2960 Marcum Blvd.

Was it necessary to let the residents know that this residence is being planned?

(Wyss) No, it is a permitted use in our Code. It is allowed by the State of Ohio. There is nothing to notify anyone about. There are other homes like this in Willoughby Hills. There have been no complaints.

(Mackey) Historically, Willoughby Hills was part of the early movement to support persons with developmental difficulties. Many prestigious residents of Willoughby Hills have always been very supportive. I want to emphasize that this is a home and we will be excellent neighbors.

Public Portion for the Re-Opened Architectural Board of Review Closed at 7:27 P.M.

Voice Vote: Ayes Unanimous.

Motion Passes: 5/0

UNFINISHED BUSINESS

Master Plan review Chapters 1, 2 and 3

At the last meeting, Mr. Smith offered to have the planners at his firm review the Master Plan, update as needed and identify areas for additional consideration. They are doing that.

- Chapter 1 & 2 needed clerical updates regarding timing. New EPA laws and rules and the updated Codified Ordinances need to be included. Protection of the Conservation districts and Riparian Corridors are important to the City.
 - Section 2.4 Stormwater Management- update with Code, new EPA laws and rules re: water quality, the Codified Ordinances and the goals of the City...
 - Section 2.5 Wind & solar energy as challenge to city as far as power & energy.
- Chapter 3 Goals: Board needs to identify what has already been accomplished and reassess the goals stated in 2011 such as City Center at Rt. 6 and Rt. 91, Overlay districts and solar & wind power. Solar has been de-emphasized due to efficiency. State of Ohio mandates that all schools must be 'solar ready'. All buildings could be built 'solar-ready'. Wind power dealing with fall zones and technology re calibration

Historic Development – Housing Characteristics can be reviewed but new Census information is needed to update Population & Housing.

Four Key Issues were identified: Economic Development, Community & how to make Willoughby Hills a stronger community, Open Space & Natural Resources & protecting those and Defensible Regulations

- Chapter 3 Goals: Board needs to identify what has already been accomplished and reassess the
- Economic Development– in 2011, the Master Plan asked to what extent should it happen and how should it be located. It talked about room for additional industrial development along Curtis-Wright parkway on 37 acres near the airport and that commercial development can occur in and near existing commercial areas adjacent to land or re-development of sites would reduce or eliminate blight, incompatible land uses, obsolete development or under-utilized parcels. This Master Plan would focus on Loehmann's Plaza and the area around it
- Need to enunciate vision, achievable goals and things we can use. The Board can lay the groundwork for development but cannot guarantee development. Master Plan would be a resource for developers.
- Focus would be Loehmann's Plaza and City Center at Rt. 91 & Rt. 6, keeping in mind that there is a difference between entertainment district & Town Center

Per Discussion:

- People at the Planning & Zoning Workshop reported good benefit from inviting input from the community so they were part of the process.

- A structured, moderated Public Forum for the Master Plan was done by DB Hart. There have been updates since then. What people look for in a community has been changing.
- Pros and cons of master plans discussed.
- Update input to developers
- Willoughby Hills needs an identity & brand. Perhaps there should be a new logo. Updating of the Web presence, Social Media signage, property maintenance suggested. Rename the master plan.
- Need to work on overlay district and how to use conditional uses.
- A new market survey suggested.
- Goals are probably the same.
- Willoughby Hills could engage with other communities about their ongoing planning and structure, i.e. South Euclid, North Olmsted. They engaged professional planners.
- Speakers could present their thoughts on how to structure.
- There are 2 interstates transecting this City. We have access.
- Form Coding presented at the Planning & Zoning Workshop.
- Planners take, at best, 6-8 months. Costs money. Need follow through.

Plan:

- Will get Proposals of plan & planning process from planners.
- Explore possibility of an education-based project (Kent State program).
- Get Speakers for a panel to discuss 'What developers wish city planners knew' for a Planning Commission presentation and invite Council.

Public Portion for Master Plan Review opened at 8:23 PM

Linda Fulton, 2990 Marcum

It has been a number of years since there has been input from the residents. A Town Hall Meeting could be scheduled with advance notification to the residents that the meeting is scheduled and what it is about. A development company was considered by Council in the past for less money than a planner or economic developer. Invitation to Council was suggested.

Public Portion for Master Plan Review closed at 8:25 PM

NEW BUSINESS

None

MAYOR'S REPORT

The Mayor's Retreat will be in Council Chamber on Wednesday, December 14, 2016 from 8:00 AM to 2:00 PM. Each department will review their accomplishments in the past year and their proposals for next year. Budget for the upcoming year will be built from that. Mr. Shield (developer) will present his vision of the future of Loehmann's Plaza/Shoppes of Willoughby Hills at 10:00 AM.

COUNCIL REPRESENTATIVE'S REPORT (Hallum)

- Highlights from the APA Planning & Zoning Seminar discussed: branding, City planning & signage. We met with a developer who was interested in the City.
- Foreclosed Property Ordinance - 2nd reading at next meeting.
- Keeping of Horses Ordinance- discussions will be scheduled early next year.

BUILDING COMMISSIONER'S REPORT (Wyss)

After the Planning & Zoning Seminar, information was sent to the developer, Drew Siley about several large parcels that are for sale. There are areas in the City which can be developed within the scope of the Code.

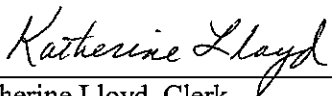
CHAIRMAN'S REPORT

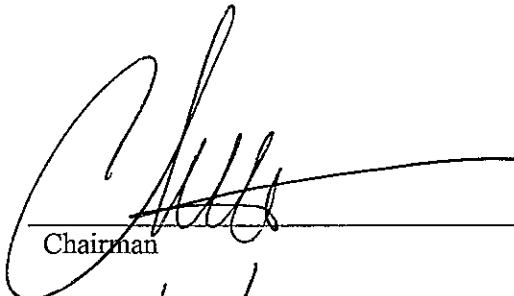
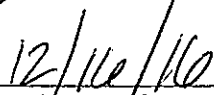
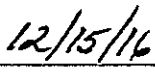
- Report on the parcel that was rezoned in Moreland Hills for residential development. It will be a Conservation District with 4 single family homes per acre. Their code reads '1 house per 4 acres'. Garages will face alleys across the back of the homes. There will also be townhouses in the front. The developer is Omni Development from Chicago. Chairman Smith is meeting with him tomorrow. He will give them the list of the large parcels in Willoughby Hills available for development.

Mr. Cihula suggested areas that could be developed.

MOTION: Motion to adjourn by Chairman Smith
Vote called by Chairman.
Ayes Unanimous

Meeting Adjourned at 8:33 P.M.


Katherine Lloyd, Clerk


Chairman
 
Date Approved